

**AGENDA**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
NOCCCD RETIREMENT BOARD MEETING  
JANUARY 14, 2016  
9:00 AM-12:00 PM**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
ANAHEIM CAMPUS, ROOM 100 B  
1830 WEST ROMNEYA DRIVE  
ANAHEIM, CA 92801  
PHONE (805) 922-6966**

**I. CALL TO ORDER**

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**II. ROLL CALL**

**NOCCCD RETIREMENT BOARD (the "Board") MEMBERS:**

Interim Vice Chancellor, Finance & Facilities	Brian Fahnestock
Vice Chancellor, Human Resources	Irma Ramos
Full-time Faculty Representative	Dale Craig
Full-time Faculty Representative	Tina Johannsen
Classified Representative	Bea Bates
Classified Representative	Carol Brown
Board of Trustee Representative	Jacqueline Rodarte
Retiree Representative	Joe Boyle
Retiree Representative	Jim Phillips

**PROGRAM COORDINATOR:**

Senior Vice President	Gail Beal
Senior Account Manager	Roslyn Washington
Account Executive	Sharen Stanek-Lowe

**CONSULTANTS:**

RPM Consultant Group	Chuck Thompson
Benefit Trust Company (BTC)	Scott Rankin
Morgan Stanley Wealth Management (MS)	Cary Allison

**OTHERS**

None

**III. PUBLIC COMMENTS**

**Information  
2015/2016-001**

The public may address the NOCCCD Retirement Board on any matter pertaining to the Agency that is not on the agenda. The Chair reserves the right to limit the time of presentations by individual or topic.

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**IV. APPROVAL OF AGENDA**

**Action**  
**2015/2016-002**

The NOCCCD Retirement Board retains the right to change the order in which agenda items are discussed. Subject to review by the Retirement Board the agenda is to be approved as presented. Items may be deleted or added for discussion only according to G.C. Section 54954.2.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

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**V. ADMINISTRATION**

**REVIEW OF THE FUTURIS PROGRAM AND THE ROLES OF THE PROGRAM COORDINATOR AND CONSULTANTS**

**Information**  
**2015/2016-003**

The NOCCCD Retirement Board will review the District’s Futuris Public Entity Investment Trust Program, and the role of the Third Party Administrator (TPA)/Program Coordinator, Keenan Financial Services, the Discretionary Trustee, Benefit Trust Company and the Registered Investment Advisor, Morgan Stanley Wealth Management. The NOCCCD Retirement Board membership will also review the OPEB Questionnaire, an analytical platform used by the TPA/Program Coordinator for updating the “Substantive Plan” and the Comprehensive Compliance Plan.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**REVIEW OF THE RETIREMENT BOARD RESPONSIBILITIES**

**Information**  
**2015/2016-004**

The NOCCCD Retirement Board membership will review their duties and responsibilities as delineated in the provisions of the District’s OPEB Trust Agreement.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**ACKNOWLEDGEMENT OF RETIREMENT BOARD MEMBERS, CHAIRPERSON & VICE-CHAIRPERSON**

**Information**  
**2015/2016-005**

The NOCCCD Retirement Board has been duly established by the North Orange County Community College District Board of Trustees. The Retirement Board will acknowledge its members and **Brian Fahnestock** as the Board Chairperson, and **Joe Boyle** as the Board Vice Chairperson.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**REVIEW OF THE FUTURIS IMPLEMENTATION TIMELINE**

**Information**  
**2015/2016-006**

The NOCCCD Retirement Board members will review the District’s Futuris Public Entity Investment Trust implementation timeline.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**THE FUTURIS INVESTMENT PROCESS**

**Information**  
**2015/2016-07**

The NOCCCD Retirement Board will receive detailed information as to the District’s Futuris Investment processes and protocols.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**ESTABLISHMENT OF INVESTMENT POLICY STATEMENT**

**Action**  
**2015/2016-008**

The NOCCCD Retirement Board shall, with the assistance of Benefit Trust Company (BTC) and Morgan Stanley Wealth Management (MS), adopt an Investment Policy Statement (IPS) setting forth the investment objectives for the District’s Trust portfolio. Key to this process is a review of the Board's time horizon for investment, short-term liquidity needs, attitudes as well as the capacity to accept investment risk as measured through the completion of **Morgan Stanley’s Institutional Questionnaire**, the expected rate of return of the Retirement Board taking into account the discount rate and assumptions contained in the most recent Actuarial Valuation Study, as well as any other information the Retirement Board membership feel pertinent to the discussion.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**REVIEW SAMPLE REPORTS THE BOARD WILL RECEIVE TO MONITOR THE PROGRAM**

**Information**  
**2015/2016-09**

The NOCCCD Retirement Board shall review sample monthly and annual reports prepared by Benefit Trust Company on the status of the investments made through the District’s Public Entity Investment Trust Program. A Benefit Trust Company representative will answer Retirement Board members’ questions regarding the Program’s report production.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**APPROVAL OF ANNUAL REPORTING PROCEDURE**

**Action**  
**2015/2016-010**

The NOCCCD Retirement Board shall review the requirements of California Government Code 53216.4 and decide on procedures and protocols for reporting to OPEB Trust beneficiaries at the Plan’s year-end.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**REVIEW OF THE COMPREHENSIVE COMPLIANCE PLAN, INCLUDING THE “SUBSTANTIVE PLAN”**

**Information**  
**2015/2016-011**

The “Substantive Plan” is described in GASB 43 as an “understanding of the positive” encompassing all aspects of the agency’s current and historic OPEB Program. There will be a discussion on the development of the “Substantive Plan” and an overview of the Comprehensive Compliance Plan and e-Library format.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

**DESIGNATED OFFICIAL POSTING & MAILING ADDRESS (ES)**

**Action**  
**2015/2016-012**

The Board will establish the NOCCCD Retirement Board’s official posting and mailing address (es) for action as necessary.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

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**VI. INFORMATION**

**THE NOCCCD RETIREMENT BOARD COMMENTS**

**Information**  
**2015/2016-013**

Each member of the NOCCCD Retirement Board may report about various matters involving the Board. There will be no Retirement Board discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

**PROGRAM COORDINATOR/CONSULTANT COMMENTS**

**Information**  
**2015/2016-014**

The Program Coordinator and Consultants will report to the NOCCCD Retirement Board about various matters involving the Board. There will be no Retirement Board discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

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**VII. DATE, TIME AND AGENDA ITEMS FOR NEXT MEETING**

**Information**  
**2015/2016-015**

The NOCCCD Retirement Board’s members and visitors may suggest items for consideration at the next Retirement Board meeting.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

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**VIII. ADJOURNMENT**

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**Americans with Disabilities Act:** The North Orange County Community College District Retirement Board conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modifications or accommodation, in order to participate in a public meeting of the North Orange County Community College District Retirement Board, shall be made to: Brian Fahnestock, Interim Vice Chancellor, Finance & Facilities, North Orange County Community College District, 1830 West Romney Drive, Anaheim, CA 92801.